



Department of Buildings and Inspections
300 George Street, Harrison, Ohio, 45030
513-202-8494; fax: 513-202-8457

FIRE DETECTION SYSTEMS AND FIRE PROTECTIVE SIGNALING SYSTEMS

I. WHEN IS A BUILDING PERMIT REQUIRED?

A permit is required for any new system and for alterations to existing systems.

II. WHAT REGULATIONS MUST I MEET?

Contact the following agencies:

Building Code Plans Examination:	202-8494
Inspection Bureau, Inc.:	381-6080
Harrison Fire Department:	367-4194

III. HOW DO I OBTAIN A PERMIT?

Complete an application for a permit, and submit four copies of plans for review to the Building Department, Community Center, 300 George Street, Harrison, OH 45030.

The plans shall include the following:

A. Floor Plan - drawn to scale showing:

1. Use of all spaces;
2. Ceiling heights and shapes;
3. Locations of all devices and controls;
4. Description of types of devices; and
5. Symbol list and equipment identification showing:
 - a. symbols used on drawings.
 - b. symbol description (key or legend).

B. Riser Diagram - showing:

1. Zones;
2. Devices in each zone; and
3. Devices required in HVAC systems.

C. Certification Numbers (for installer and company):

Certification is required for any person to engage in the business of servicing, testing, repairing or installing fire protection or firefighting equipment for profit without first being certified by the Fire Marshall, as required by Section 3737.65 of the ORC.

D. Manufacturer's Information (specifications for all equipment devices, controls and standby power supply;

E. Sequence of Events/Operations (Test or Chart form) (for example, upon activation, what actions occur; what device goes into alarm?)

F. Method of Supervision: Showing name, location and UL certification of the supervising service.

G. Compliance with ADA Requirements (if applicable)

H. List of Applicable NFPA Standards/Ordinance 96-79

1. Which NFPA standards apply?
2. Does Ordinance CH 1610 of COD ORD apply?

I. Reduced Fee Submittals

A reduced fee of \$60.00 is applicable to work complying with all of the following criteria:

- a. Total cost of the proposed work is \$2,000.00 or less;
- b. Work covered shall be limited to:
 - (1) Alarm system for sprinkler supervision;
 - (2) Additions to existing alarm systems including ADA upgrades;
 - (3) Replacement control panels;
 - (4) Non-required alarm systems;
- c. Plans on 8-1/2 x 11" sheets without reduction of scale.

IV. WHAT HAPPENS AFTER I APPLY FOR MY PERMIT?

The aforementioned agencies will review the application. If any of the agencies have questions or comments, they will contact the person signing the application. Upon receipt of the necessary approvals, the permit staff will notify the applicant that the permit is ready, and the balance of the permit fee will be due.

V. WHAT IS REQUIRED AFTER THE PERMIT IS ISSUED?

All work must be performed in accordance with the Harrison Building Code, Ohio Building Code, National Electric Code and Harrison Fire Prevention Code. The permit will expire if work is not started, is postponed, abandoned or an inspection is not requested within one year of the issue date.

VI. INSPECTIONS REQUIRED (24-hour minimum notice):

A. Acceptance Test

When all work is completed, an Acceptance Test must be performed on the system and witnessed by personnel from the following agencies:

1. Harrison Fire Department;
2. General Building Inspection or Safety and Maintenance.

For scheduling of tests, call:

1. General Building Inspection: 202-8488
2. Harrison Fire Department: 367-4194

TESTS REQUIRE AT LEAST A THREE-DAY PRIOR NOTIFICATION.

- B. Minor changes to the approved plans may be submitted as an engineering change. The installation of additional devices will require an alteration permit.

A FEE MUST BE PAID AT THE TIME THE ENGINEERING CHANGE IS APPROVED.